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1946/47

Durham City Schools Directory
of School Personnel 1946-1947
Durham, North Carolina

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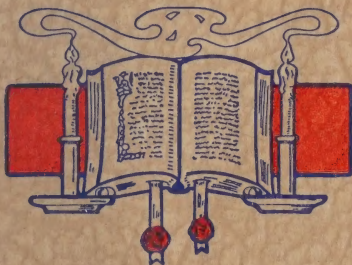
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Durham City Schools

DIRECTORY OF
SCHOOL PERSONNEL



**"SECURING WORLD PEACE
THROUGH EDUCATION"**

1946-1947

DURHAM, NORTH CAROLINA



The American's Creed

I Believe in the United States of America, as a government of the people, by the people, for the people; whose just powers are derived from the consent of the governed; a democracy in a republic; a sovereign nation of many sovereign states; a perfect union, one and inseparable; established upon those principles of freedom, equality, justice and humanity for which American patriots sacrificed their lives and fortunes. **I** therefore believe it is my duty to my country to love it, to support its constitution, to obey its laws, to respect its flag, and to defend it against all enemies.



Durham City Schools

DIRECTORY OF
SCHOOL PERSONNEL



1946-1947

DURHAM, NORTH CAROLINA



Board of Education

DR. W. H. WANNAMAKER, *Chairman*
VICE-PRESIDENT, DUKE UNIVERSITY

M. ARNOLD BRIGGS, *Vice-Chairman*
PRESIDENT, AUSTIN-HEATON COMPANY

H. SPURGEON BOYCE
PRESIDENT, BOYCE SUPPLY COMPANY

JAMES H. COMAN
PRESIDENT, COMAN LUMBER COMPANY

EARL C. DAMERON
DUKE POWER COMPANY

BASIL M. WATKINS
ATTORNEY-AT-LAW

W. FRANK WARREN, *Secretary*
SUPERINTENDENT, DURHAM CITY SCHOOLS

OFFICE
FULLER SCHOOL BUILDING
CORNER CHAPEL HILL AND CLEVELAND STREETS
TELEPHONE N-169

REGULAR MEETING DATE
SECOND MONDAY NIGHT IN EACH CALENDAR MONTH

Administration

Durham City Schools

OFFICES

Fuller School Building
Corner Chapel Hill and Cleveland Streets
Telephone N-169
Book and Supply Room N-7311
Cafeteria Office N-7791

SUPERINTENDENT

Residence Phone

W. FRANK WARREN, 609 Morehead Avenue.....R-2361

BUSINESS MANAGER AND TREASURER

J. L. WOODWARD, Guess Road.....X-2474

BOOK AND SUPPLY MANAGER

J. D. ANDREWS, 640 Club Boulevard.....X-5859

CAFETERIA DIRECTOR

MRS. FRANCIS R. FERRELL, 1008 Gloria Avenue.....J-4161

BOOKKEEPING CLERK

BEULAH WILLIAMSON, 604 Gattis Street.....L-1751

PERSONNEL CLERK

MRS. THOMAS E. FITZ, 1719 James Street.....

STENOGRAPHER

ELIZABETH CAPPS, 601 N. Queen Street.....J-9123

STENOGRAPHER

MRS. LILLIE C. CHURCHILL, 601 North Elm.....R-4863

DIRECTOR OF ATTENDANCE

GEORGE TYREE JONES, 519 Park Avenue.....R-4765

SUPERINTENDENT OF BUILDINGS AND GROUNDS

J. F. WILLIAMS, 201 N. Gregson Street.....L-7752

PLUMBING AND HEATING ENGINEER

W. B. NORRIS, 203 N. Gregson Street.....L-7754

p 74546

Dedication

Proudly we dedicate this
issue of our school direc-
tory to the following
members of the Durham
City Schools who are now
retired and who rendered
faithful service to the chil-
dren and youth of
Durham.

Names of Those Retired

1941

MRS. C. C. WARREN

MISS MAGGIE HOLLOWAY

MR. W. G. PEARSON

1942

MRS. S. G. LINDSAY

1943

MRS. J. A. ROBINSON

MISS LILY N. JONES

MISS SALLIE R. VICKERS

1944

MRS. L. L. BARNES

1945

MRS. MARTHA H. WILLIAMS

1946

MR. S. G. LINDSAY

MRS. D. W. SORRELL

MISS HALLIE HOLEMAN

MISS IDA COWAN

MISS JEAN HOLEMAN

MRS. MARY L. MASON

MISS BERTHA S. MATTHEWS

MRS. PAULINE F. DAME

Principals of Durham City Schools

1946-1947

<i>School</i>	<i>Principal</i>	<i>School Tel. No.</i>
DURHAM HIGH—	Cecil E. Cooke.....	J-7281
JULIAN S. CARR JUNIOR HIGH—	R. E. Freeman.....	J-3481
EAST DURHAM JUNIOR HIGH—	E. L. Phillips.....	R-2251
E. K. POWE—	Thaddaeus B. Hall.....	X-2696
Y. E. SMITH—	H. E. Nycum.....	J-6761
SOUTHSIDE—	C. R. Baucom.....	L-5543
MOREHEAD—	Sallie L. Beavers.....	J-9151
FULLER—	Nell D. Umstead.....	L-3701
GEO. W. WATTS—	Mrs. Lorraine I. Pridgen.....	X-4031
NORTH DURHAM—	Mrs. Maude W. Dunn.....	L-5701
EDGEMONT—	A. A. Long.....	J-0591
LAKEWOOD—	G. L. Edwards.....	L-4971
HOLLOWAY STREET—	Mrs. Annie H. Swindell.....	L-5451

NEGRO SCHOOLS

HILLSIDE HIGH—	W. M. McElrath.....	F-0071
W. G. PEARSON—	N. A. Cheek.....	L-7371
JAMES A. WHITTED—	T. A. Parker.....	L-4731
EAST END—	F. D. Marshall.....	F-7742
LYON PARK—	J. M. Schooler.....	J-5282
BURTON—	F. G. Burnett.....	R-4494
WALLTOWN—	Mrs. Cora T. Russell.....	X-5336
HICKSTOWN—	H. A. Hill.....	X-3641

To The Teachers of The Durham City Schools

WE ARE ISSUING this directory with the hope that it might be of some service to you as teachers and to the public generally. Our schools have played a vital part in winning the war. We are ready now to put forth utmost effort in helping to establish world peace.

The theme of our schools for the present year is "Securing World Peace Through Education." In order to render the greatest assistance for a peaceful world, we must continue to meet our responsibilities as teachers and adjust ourselves to meet new conditions with minimum delay.

Learning how to get along with others, having understanding hearts, and being prepared to meet ensuing life problems are some of the important tasks of our schools. Fathers, mothers, teachers, and other friends of education must help in the important task of establishing permanent peace now and for future generations. We must remember that the future of America is in our class rooms.

W. FRANK WARREN, *Superintendent*
Durham City Schools.

September, 1946.

Directors of Departments High Schools

ENGLISH		<i>Residence Phone</i>
Marguerite M. Herr, 112 Jackson Street.....	F-9282	
MATHEMATICS		
B. L. deBruyne, 1008 Urban Ave.....		
SOCIAL SCIENCES		
Mrs. Belle C. Gholson, 302 Milton Avenue.....	J-7551	
FOREIGN LANGUAGES		
Susie G. Michaels, 2313 Club Boulevard.....	X-3786	
SCIENCE		
Glenn W. Bunting, Route 1.....	X-2113	
COMMERCIAL		
John M. Deeds (Acting), 2206 Englewood Avenue..	X-6608	
ART		
Elsie Smith, (Acting) 213 Watts Street.....	J-1101	
MUSIC		
W. P. Twaddell, 707 South Duke Street.....	J-7061	
REGULAR AND VOCATIONAL HOME ECONOMICS		
Frances E. Woolworth, 2108 Englewood Avenue.....	X-3413	
CO-OPERATIVE CLASS		
Maude F. Rogers, 403 Oakwood Avenue.....	J-4223	
PHYSICAL EDUCATION		
Paul G. Sykes, 1000 Wells Street (Boys).....	R-2894	
Nell S. Leitner, 1006 Minerva Avenue (Girls)		
(Assistant)	F-9942	
Mrs. Julia T. Lynes, 1002 West Trinity Ave. (Super-		
visor of Health and Physical Education—		
Elementary Schools)		
INDUSTRIAL ARTS, VOCATIONAL SHOP WORK, AND ADULT EDUCATION		
H. K. Collins, 2204 Englewood Avenue.....	X-3025	
LIBRARIES		
Emily L. Loftin, 1206 Broad Street.....	X-4367	

Elementary Grade Directors

Residence Phone

FIRST GRADE

Elizabeth Gray, 8 Beverly Apts., Watts St.....F-7774

SECOND GRADE

Mrs. Frances Currin Crabtree, 210 W. Trinity Ave.....J-8343

THIRD GRADE

Lucy W. Umstead, 1306 Duke University Road.....L-7063

FOURTH GRADE

Mrs. Virginia S. Aiken, 503 Oakwood Avenue.....J-1551

FIFTH GRADE

Mrs. Rhoda Kelly Hale, 2410 Englewood Avenue....X-3197

SIXTH GRADE

Mrs. Martha W. Isaacs, 115 E. Trinity Avenue.....R-6464

SUPERVISOR OF ELEM. LIBRARIES

Jane B. Wilson, 822 Third StreetX-1147

Principals and Teachers

Durham High School

North Duke Street

Principal's Office Telephone No. J-7281
Dean of Boys Office Telephone No. R-2331
Dean of Girls Office Telephone No. J-1851
Physical Education Office Telephone No. N-8982
Home Economics Cottage
Telephone No. L-7572
Machine Shop No. L-7571
Hi-Rocket No. N-8981
Cafeteria No. L-3561

ABBREVIATIONS AND NUMERALS REPRESENT SUBJECTS
AND GRADES TAUGHT

<i>Name and Address</i>	<i>Tel. No.</i>
Cooke, C. E., Principal, 907 Shepherd St.....	J-5041
Brewbaker, Carey L., Dean of Boys, 1300 B St.....	X-3798
Richardson, Mrs. Margaret S., Dean of Girls and Math., 515 S. Duke St.....	J-6171
Latta, Anne J., Clerk, 2021 Chapel Hill Rd.,.....	L-7641
Hewett, Mrs. Lucy, Clerk, 1024 Gloria Ave.....	J-6281
Bazanos, Blanche, Biology, 811 Vickers Ave.....	
Bell, Edward W., Chem. and Radio, 808 N. Gregson St.....	N-4202
Branch, Mrs. Edna H., Biology, 928 Urban Ave.....	X-5903
Bunting, Glenn W., Science, Route No. 1.....	X-2113
Champion, Fay, Spanish, 703 Watts St.....	L-4375
Christie, Mrs. Loie C., Latin and Math., 1016 Minerva Ave.	L-7093
Collins, H. K., Voc. Machine Shop, 2204 Englewood Ave.....	X-3025
Cordle, Ruth, Com., 1206 Broad St.....	X-4367
deBruyne, B. L., Math., 1008 Urban Ave.....	
Deeds, John M., Com., 2206 Englewood Ave.....	X-6608
Delamar, Mrs. Minnie W., English, 508 Milton Ave..	J-4181
Dobson, Mrs. Louise B., Bible, 3411 Roxboro Rd.....	R-5352
Edwards, Mary Jane, English, 406 Buchanan Blvd.....	F-5171
Emmerson, Fred, Phys. Ed., 1303 Lakewood Ave.....	J-7751
Farthing, Madeline, Math., 515 S. Duke St.....	J-6171
Gholson, Mrs. Belle C., Hist., 302 Milton Ave.....	J-7551
Green, Mrs. Natalie H., Math., 401 E. Trinity Ave.....	F-6283

<i>Name and Address</i>	<i>Tel. No.</i>
Hampton, Belle, Eng., 510 North Street, Chapel Hill....	5561
Heflin, Mrs. Maude B., Hist., 201 Broadway.....	J-1761
Herr, Marguerite M., Eng., 112 Jackson St.....	F-9282
Hunter, Elizabeth A., French and Spanish, 1005 West Trinity Ave.....	L-4701
Leitner, Nell S., Phys. Ed., 1006 Minerva Ave.....	F-9942
Loftin, Emily L., Librarian, 1206 Broad St.....	X-4367
Michaels, Susie G., Latin, 2313 Club Blvd.....	X-3786
Moore, Mrs. Maribelle R., Com., 1417 Dollar Ave.	X-5291
Page, Inez, Hist., 1111 Oval Drive.....	X-3977
Palmer, Oscar B., Ind. Arts, 803 Oregon Ave.....	
Ratledge, Maude M., Eng. and Dramatics, 1209 Virginia Ave.	X-2667
Rogers, Maude F., Co-op., 403 Oakwood Ave.....	J-4223
Shields, James D., Math. and Science, 1006 Monmouth Ave.....	F-2102
Smith, Elsie, Art, 213 Watts St.....	J-1101
Suitt, Mary Elizabeth, Eng., 1111 Urban Ave.....	X-5931
Sykes, Paul Greene, Phys. Ed., 1000 Wells St.....	R-2894
Thompson, Mrs. Freda, Com., 820 Wilkerson Ave....	L-1374
Twaddell, W. P., Music, 707 S. Duke St.....	J-7061
Ward, Virgil S., Eng., 1820 Chapel Hill Rd.....	R-5261
Williams, Ruby M., Biol., 2021 Sprunt St.....	X-2713
Wilson, Dorothy E., Biol., 2205 Englewood Ave....	X-3947
Woolworth, Frances E., Home Ec., 2108 Englewood Ave.....	X-3413

Julian S. Carr Junior High

MORGAN AND DUKE STREETS

Principal's Office Telephone No. J-3481

Dean's Office Telephone No. J-0631

Cafeteria Telephone No. N-7573

Band Room No. J-0631

<i>Name and Address</i>	<i>Tel. No.</i>
Freeman, R. E., Principal, 116 W. Seeman St.....	J-1021
Brown, Olive D., Dean of Girls and Sci., 2111 Sprunt St.....	X-3872
Duggins, Clarence W., Dean of Boys and History, 1306 Canterbury Circle	N-6255
Harris, Jane, Clerk, 107 S. Maple St.....	F-8293

<i>Name and Address</i>	<i>Tel. No.</i>
Arrowood, Isabel, Latin, 2 Powe Apts., Watts St.....	R-6261
Carrington, Mary E., Math., 204 Watts St.....	N-0353
Chappell, Mrs. Catharine B., Eng., Roxboro Rd.....	R-4352
Christian, D. C., Jr., Sci., 1005 Burch Ave.....	L-7061
Cole, Belle, Bible, 204 Watts St.....	N-0353
Constable, Edna E., English, 811 Second St.....	X-5013
Dobson, J. R., Orchestra, 3411 Roxboro Rd.....	R-5352
Enloe, Lewis H., Band, Malbourne Hotel.....	F-176
Green, Floride A., Hist., 1007 Lamond Ave.....	F-9191
Hammet, Sallie V., Eng., 918 Lamond Ave.....	F-6105
Hannah, Ethel, Hist., 118 E. Trinity Ave.....	F-3512
Hodgkin, W. L., Music, 2104 Sprunt St.....	X-2539
James, Walter G., Hist. and Phys. Ed., 118 Broadway St.	F-7691
Nelson, Herman B., Phys. Ed., 613 Milton Ave.....	L-1251
Overton, Mrs. Rena S., Math, No. 10 Powe Apt., Buchanan Blvd.	J-0073
Penny, Mrs. Catherine D., Math and Gen. Bus., 913 Green St.	X-1138
Poole, Mrs. Dorothy T., Eng., K 3 C University Apts.....	N-9784
Rivers, Lillian G., Art, 920 Dacian Ave.....	L-6331
Trumble, Mrs. Lucile R., Eng., 1011 Lamond Ave....	F-3761
Umberger, Margaret, Home Ec., 1004 W. Trinity Ave.....	F-7224
Valentine, Mrs. Elizabeth N., Hist., 305 Roxboro St..	L-1504
Watkins, Mrs. Kathleen H., Math., 919 Green St....	X-2001
Weathers, Mrs. Rebecca K., Eng., 1019 W. Markham Ave.....	X-4028
Whitmore, Sudie C., Library, 8 Beverly Apts., Watts St.....	F-7774
Williams, Annie John, Math., 2021 Sprunt St.....	X-2713
Woolard, Rachel G., Phys. Ed., 2111 Sprunt St.....	X-3872
.....

East Durham Junior High School

DRIVER AVENUE

Telephone No. R-2251

<i>Name and Address</i>	<i>Tel. No.</i>
Phillips, E. L., Principal, 205 Second Ave.....	N-4391
Lucas, Pauline, Dean of Girls and Eng., 100 Club Blvd.....	F-3452

<i>Name and Address</i>	<i>Tel. No.</i>
Wheeler, Mrs. Mary Clair, Clerk, 601 N. Driver Ave.....	R-4761
Andrews, Mrs. O. Y., Eng., 914 Green St.....	X-1173
Barrett, J. R., Hist. and Civics, 1014 Oakland Ave....	X-3508
Edwards, Mrs. Ethel T., Art, 2502 State St.....	L-0022
Evans, Mrs. Alice E., Eng., 1604 Maryland Ave.....	X-5133
Norwood, Marian, Math., 606 N. Driver Ave.....	L-2622
Owens, Delmar D., Ind. Arts, Box 1024.....	R-2814
Perkinson, Helen M., Math., 206 Watts St.....	J-2641
Pleasants, Lelia H., Music, 113 N. Guthrie Ave.....	J-5134
Price, Margaret M., Phys. Ed., Powe Apt. No. 7, Watts St.....	R-6263
Richman, Mrs. Bamma B., Eng. and Library, 2008 Wilson St.....	X-2085
Rightsell, Mrs. Louise C., Eng., 304 Erwin Apts.....	J-9502
Smith, Cecil C., Math. and Sci., 1306 S. Duke St....	L-6152
Tilley, Alice W., Home Ec., 1005 Green St.....	X-2003
Umstead, Kate G., Hist. and Latin, 1306 Duke Univ. Rd.....	L-7063
Warren, Marion, Hist., 906 W. Trinity Ave.....	J-3693

E. K. Powe School

NINTH STREET

Telephone No. X-2696

<i>Name and Address</i>	<i>Tel. No.</i>
Hall, Thaddaeus B., Fish Dam Road, Route 2.....	X-4105
Shockley, Iva E., Dean of Students and Hist., 1007 Lamond Ave.....	F-9191
Dackis, Olimbe, Clerk, 1517 N. Duke St.....	X-5107
Adams, Mrs. Naomi Q. H., Home Ec., Box 453, College Sta.....	F-0392
Alston, Mrs. Augusta M., Hist., 2313 Club Blvd.....	X-3786
Alvarez, Mrs. Sarah W., Art, 114 E. Seeman.....	L-5261
Ausbon, Mrs. Imogen H., 4, 812 Fourth St.....	X-5913
Beck, Mrs. Wanda B., 4, 320 E. Trinity Ave.....	J-5232
Boyette, Mrs. Mabel J., Math., 110 E. Lynch St.....	R-2853
Brewer, Mrs. Anna R., 3, 1215 Alabama Ave.....	X-3733
Cathey, Mrs. Ruth H., Music and Library, 211 Vineyard St.....	N-5891
Hunter, Annie May, Eng. and Hist., Powe Apts., Watts St.....	J-8413

<i>Name and Address</i>	<i>Tel. No.</i>
Isaacs, Mrs. Martha W., 6 (Director), 115 E. Trinity Ave.....	R-6464
Jones, Eunice, 6, 805 Broad St.....	X-3666
Lindsey, Katie, 1, 602 S. Duke St.....	J-9234
Lineberger, Mrs. Reba H., Math and Gen. Bus., No. 2 Cobb Terrace, Chapel Hill, N. C.....	7711
Lynn, Waylon E., Sci., Route 5.....	
McArthur, Mrs. Beatrice B., 3, 1214 Virginia Ave....	X-2868
Mansfield, Mamie, 5, 1611 Maryland Ave.....	X-2466
Miller, Margaret Jean, 1, 2041 Englewood Ave.....	X-4251
Moore, Catherine, 2, University Apts., C-2B.....	N-8141
Pigott, Mrs. Peggy H., 5, 608 N. Maple St.....	L-7945
Scisco, Mrs. Rosalind K., Music, Apt 8 E, Piedmont Village, Camp Butner.....	
Sorrell, Della, 2, 1023 Gloria Ave.....	F-9021
Sorrell, Juanita, Eng., 1023 Gloria Ave.....	F-9021
Stevenson, H. T., Phys. Ed. (Boys), Box 5042, Duke University.....	
Tilley, Grace, Eng. and Library, 1005 Green St.....	X-2003

Y. E. Smith School

DRIVER AVENUE

Telephone No. J-6761

Cafeteria No. L-2943

<i>Name and Address</i>	<i>Tel. No.</i>
Nycum, H. E., Principal, 918 Markham Ave.....	X-4893
Nycum, Mrs. H. E., Clerk, 918 Markham Ave.....	X-4893
Barbee, Betty, 3, 416 N. Driver Ave.....	R-6831
Belvin, Jennie, 3, 1107 Mangum St.....	L-5112
Crabtree, Mrs. Frances C., 2, 210 W. Trinity Ave....	J-8343
Hinson, Ellie Ford, 2, 1002 W. Trinity Ave.....	
House, Ila E., 1, Route 4.....	
Lyon, Mrs. Helen B., 5, 124 West Lynch St.....	L-5093
Morris, Mrs. Henrietta V., 6, 1702 Angier Ave.....	F-8181
Murray, Mrs. Mary W., 6, 1108 Gregson St.....	X-1188
Royal, Mrs. Leah S., 5, 301 N. Driver Ave.....	L-3631
Thompson, Mrs. Margaret M., 4, 1512 Glendale Ave.....	L-5772
Whitesell, Flora M., 4, 420 Morris St.....	J-3701
Woods, Mrs. Margaret K., Music, 1702 Shawnee St....	J-2293
Young, Mabel R., 1, 1022 Monmouth Ave.....	F-6681

Southside School

ERWIN ROAD

Telephone No. L-5543

<i>Name and Address</i>	<i>Tel. No.</i>
Baucom, C. R., Principal, 1012 Englewood Ave.....	X-5749
Beard, Mrs. Virginia H., 4, Route 5.....	J-4683
Bowles, Mrs. Elizabeth K., 6, 528 Holloway St.....	N-8121
Brunson, Mrs. Rosalie C., 5 and Phys. Ed., 216 Knox Circle.....	R-4914
Crabtree, Mrs. Beulah W., 3, 104 Erwin Apts.....	J-9503
Dixon, Mrs. W. T., Mus., 404 E. Markham Ave.....	F-2131
Fesperman, Mrs. Kathleen, 2, Route 5, Joyner Rd.....	
Jones, Jimmie, 5, 924 Monmouth Ave.....	R-6031
Kearney, May Belle, 2, 119 W. Lynch St.....	J-1261
Levine, Mrs. Shirley P., 1, 1708 Roxboro Rd.....	N-2282
McCaughin, Mrs. Mamie H., 3, 205 W. Markham Ave.....	N-0571
Neal, Eva, 6, Route 1.....	X-5267

Morehead School

JACKSON AND WARREN STREETS

Telephone No. J-9151

<i>Name and Address</i>	<i>Tel. No.</i>
Beavers, Sallie L., Principal, 813 Second St.....	X-3971
Griffin, Mrs. Hilma P., 4, 1421 James St.....	
Hackney, Mrs. Olivia D., 5, 823 Green St.....	X-2046
Jones, Louise, 4, 703 S. Duke St.....	J-0151
McDustrell, Mrs. Frances G., 5, 2702 Augusta Dr.....	
Ragsdale, Edith, 1, 1713 Roxboro Rd.....	F-3874
Rosemond, Louisa M., 1, Cole Road.....	
Royster, La Fon, 2, 110 E. Seeman St.....	J-2721
Skinner, Mrs. Mary W., 6, 509 S. Duke St.....	F-7731
Williams, Henrietta, 3, 406 Morehead Ave.....	F-5581
Wilson, Sallye Y., 6, 703 Watts St.....	L-4375
Yarbrough, Zora W., 3, 515 W. Chapel Hill St.....	L-6231

Fuller School

CLEVELAND AND CHAPEL HILL STREETS

Telephone No. L-3701

<i>Name and Address</i>	<i>Tel. No.</i>
Umstead, Nell D., Principal, 504 Holloway St.....	J-0081
Aiken, Mrs. Louise W., 6, 2121 Englewood Ave.....	
Aiken, Mrs. Virginia S., 4, 503 Oakwood Ave.....	J-1551
Albright, Myrtle, 1, 515 Mangum St.....	J-6051
Cannady, Minnie A., 2, 601 Cleveland St.....	J-2801
Kluttz, Katherine, 5, 2316 Club Blvd.....	X-3828
Knight, Estelle, 3, 901 W. Trinity Ave.....	J-8222
Knight, Madeline, 6, Washington Duke Hotel.....	F- 101
Lynes, Mrs. Julia T., Phys. Ed. (Elem. Supr.), 1002 West Trinity Ave.....	
Markham, Fannie Belle, Music, 1817 Chapel Hill Rd.....	L-4681
Wilson, Jane B., Elem. Libraries (Supr.), 822 Third St.....	X-1147

George W. Watts School

WATTS STREET

Telephone No. X-4031

<i>Name and Address</i>	<i>Tel. No.</i>
Pridgen, Mrs. Lorraine I., Principal, 906 Monmouth Ave.....	L-8394
Austin, Mrs. Ruth V., 5, 208 Buchanan Rd.....	N-6341
Brown, Helen M., 6, No. 2 Powe Apts., Watts St....	R-6261
Dark, Mrs. Louise C., 4, 906 Monmouth Ave.....	
Gray, Elizabeth C., 1, 8 Beverly Apts., 111 Watts St.	F-7774
Hale, Mrs. Rhoda K., 5, 2410 Englewood Ave.....	X-3197
Harris, Mrs. Sally Maxey, 4, 1203 Watts St.....	X-5582
Johnson, Anne G., Music, 1005 W. Trinity Ave.....	L-4701
Moore, Mrs. Agnes J., 6, 313 Monmouth Ave.....	N-8231
Southerland, Mrs. Beatrice C., 2, 203 Newsome St....	F-2512
Sweaney, Lois, 3, 1120 W. Main St.....	R-3741
Williams, Mary Esther, 3, 1005 W. Trinity Ave.....	L-4701

North Durham School

NORTH STREET

Telephone No. L-5701

Cafeteria No. F-2235

<i>Name and Address</i>	<i>Tel. No.</i>
Dunn, Mrs. Maude W., Principal, 725 Burch Ave.....	L-1773
Holloway, Lilly, 5, 122 W. Lynch St.....	J-4361
Horne, Mrs. Irene O., 2, 216 E. Markham Ave.....	F-7711
Kluttz, Elma V., 4, 2316 Club Blvd.....	X-3828
Nabers, Mrs. Nell B., 6, 2115 Club Blvd.....	X-4171
Nichols, Lukie, 3, Route 4.....	J-4674
Piper, Nell C., 4, 1112 Mangum St.....	F-9041
Pittman, Louie Delle, 1, 213 Edward St.....	F-0421
Rogers, Daisy, 1, 403 Oakwood Ave.....	J-4223
Skelton, Mrs. Nancy K., 2, 2247 Cranford Rd.....	R-2061
Sprinkle, Faye A., Art, 703 Watts St.....	L-4375
Strange, Mrs. Alma M., 6, Oxford Highway, Route 5	F-6794
Swaine, Mrs. Ruth W., 3, 508 Milton Ave.....	J-4181
Terry, Mrs. Laura H., 5, Route 2, Roxboro Rd.....	F-2513

Edgemont School

EAST MAIN STREET

Telephone No. J-0591

<i>Name and Address</i>	<i>Tel. No.</i>
Long, A. A., Principal, 1421 Woodland Dr.....	X-5430
Long, Mrs. Albert A., Clerk, 1421 Woodland Dr.....	X-5430
Bradsher, Eugenia, 6, Washington Duke Hotel.....	F- 101
Broughton, Margaret R., 5, 1019 Eighth St.....	X-4673
Cole, Mary Louise, 3, 603 S. Alston Ave.....	F-8531
Drakeford, Mrs. Ruby M., 5, 507 Cleveland St.....	F-8021
Giles, Ola, Art, 415 Liberty St.....	L-1432
Griffith, Emily C., 6, 207 W. Geer St.....	N-6041
Hodgkin, Mrs. Ruth A., Music, 2104 Sprunt St.....	X-2539
Holbrook, Mrs. Kathleen R., 1, 1015 Dacian Ave....	L-8591
Hurley, Mrs. Doris E., 4, 106 E. Trinity Ave.....	R-6461
Lamb, Mrs. Janet S., 1, 918 Mangum St.....	F-8801
Lance, Mrs. Helen E., 4, 2308 Guess Rd.....	X-3388
Reade, Ethel G., 1, 1011 Lamond Ave.....	F-3761
Speed, Fannie, 2, 1002 Lamond Ave.....	J-6081
Speed, Mollie, 3, 1002 Lamond Ave.....	J-6081
Wilson, Elizabeth G., 2, 2205 Englewood Ave.....	X-3947

Lakewood School

CHAPEL HILL ROAD

Telephone No. L-4971

<i>Name and Address</i>	<i>Tel. No.</i>
Edwards, G. L., Principal and 6, 2502 State St.....	L-0022
McClung, Mrs. Ethel K., 2, 2316 Club Blvd.....	X-3828
Nichols, Lucy T., 4, Route 4.....	J-4674
Reade, Helen, 1, 1011 Lamond Ave.....	F-3761
Umstead, Lucy W., 3, 1306 Duke Univ. Rd.....	L-7063
Wilkinson, Mrs. Lillie M., 5, 2809 Legion Ave.....	R-3441

Holloway Street School

HOLLOWAY STREET

Telephone No. L-5451

<i>Name and Address</i>	<i>Tel. No.</i>
Swindell, Mrs. Annie H., Principal, 1408 Mangum St.....	F-2711
Alexander, Mrs. Dorothy K., 2, 819 Sixth St.....	X-3692
Burgess, Mary R., 5, 1021 Eighth St.....	X-4774
Franklin, Minnie Mae, 1, 1004 Markham Ave.....	X-2216
Holloway, Hallie W., 3, Route 4.....	
Petty, Clara O., 4, 506 Buchanan Blvd.....	J-9771
Price, Mrs. Edyth C., 6, 603 Watts St.....	J-8191
Rhew, Mrs. Anna C., 1, M-3A University Apts.....	N-6683
Riddick, Susie B., Art, 416 Ashton Place.....	X-1188
Whitehead, Mrs. Mae P., 5, 2806 Roxboro Rd.....	L-4601

ADULT EDUCATION TEACHERS**DIRECTOR**

<i>Name and Address</i>	<i>Tel. No.</i>
H. K. Collins, 2204 Englewood Ave.....	X-3025

WHITE

Eliza Capehart, 107 S. Blacknall.....	L-7102
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NEGRO

Edgar Alston, 625 Price St.....	
Mrs. Ruby Dasher, 507 Pine St.....	L-4914
Mrs. Julia E. Holloway, 511 Dunbar St.....	L-4812

INDUSTRIAL EDUCATION EVENING CLASSES

DURHAM HIGH SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
H. K. Collins, Director, 2204 Englewood Ave.....	X-3025
W. W. Kiser, Machine Shop, 9 Ambassador Apts.....	F-4191
Delmar Owens, Auto Mech., Box 1024.....	R-2814
Alton Skinner, Plumbing, Erwin Apts.....	
H. D. Bagwell, Heating, 218 Forestwood Dr.....	F-8191
Ralph McPherson, Welding, 3405 Roxboro Rd.....	R-5353

HILLSIDE HIGH SCHOOL

Dalrymple Sysnette, Bricklaying, 305 Umstead St.....	
Edgar W. Williams, Auto Mech., 23 W. Green Street.....	

Head Teachers of Departments

NEGRO SCHOOLS

HIGH SCHOOLS

ENGLISH

Residence Phone

Mrs. Katherine C. Thomas, 205 Formosa Ave.....N-5561

MATHEMATICS

Mrs. Florice J. Holmes, 403 Formosa Ave.....R-3354

SOCIAL SCIENCES

Mrs. Mildred M. Hill, 1701 Fayetteville St.....J-1611

FOREIGN LANGUAGES

Mrs. Mae Bass Spaulding, 614 Dupree St.....R-4571

SCIENCE

Mrs. Martha S. Dooms, 509 Fayetteville St.....R-4471

COMMERCIAL

Mrs. Lola I. Riddick, 2010 Otis St.....N-5121

ART

Grace L. Moore, 1912 Fayetteville Street.....N-8784

MUSIC

Teresa Claggett, 1005 Fayetteville St.....L-3232

HOME ECONOMICS

Mrs. Mabel A. Mabry, 624 Dunbar St.....

DIVERSIFIED OCCUPATIONS

W. M. Grandy, 606 Dunbar St.....L-8461

INDUSTRIAL ARTS

(Acting)

S. L. Dudley, 2204 Chautauqua St.....L-5304

LIBRARIES

Mrs. Dorothy Holt Person, 816 Fayetteville St.....

SUPERVISORS—ELEMENTARY SCHOOLS

PHYSICAL EDUCATION

Mrs. Emma M. Butler, 902 Fayetteville St.....L-0284

MUSIC

Mrs. Ethel R. Hubbard, 612 Dupree St.....L-0421

ART

Mrs. Jessie Diggs Maryland, 1010 Fayetteville St.....

INSTRUMENTAL MUSIC

Phillmore M. Hall, 811 Pine Street.....

ATTENDANCE OFFICER

Edgar Alston, 905 South St.....

Grade Head Teachers

NEGRO SCHOOLS

FIRST GRADE *Residence Phone*

Sarah J. Pratt, 2106 Duncan St.....

SECOND GRADE

Annie L. Cobb, 1010 Thaxton Ave.....F-7112

THIRD GRADE

Mrs. Lula S. Jackson, 715 Massey Ave.....L-8162

FOURTH GRADE

Mrs. Merlia H. Brewington, Route 2, Box 100A.....

FIFTH GRADE

Annie M. Dunigan, 619 Massey Ave.....R-4391

SIXTH GRADE

Mrs. Pearl H. Cordice, 1503 Fayetteville St.....L-8571

Negro Teachers

Hillside High School

UMSTEAD STREET

Principal's Office Telephone No. F-0071
Dean of Boys Office Telephone No. F-0071
Dean of Girls Office Telephone No. F-0071
Cafeteria Office Telephone No. F-0071

<i>Name and Address</i>	<i>Tel. No.</i>
McElrath, W. M., Principal, 306 Pekoe St.....	R-3351
Grandy, W. M., Dean of Boys, 606 Dunbar St.....	L-8461
Holmes, Mrs. Florice J., Dean of Girls, 403 Formosa St.....	R-3354
Perry, Susie V., Clerk, 1200 South St.....	N-2172
Alston, Frank H., Sci., 1003 Willard St.....	F-9752
Brown, Mrs. Ella W., Com., Route 2, Box 1352.....	
Claggett, Teresa H., Music, 1005 Fayetteville St.....	L-3232
Cole, W. H., Jr., Hist. and Eng., 1508 Fayetteville St.....	L-3164
Cruse, Annie R., Com., 1114 Hyde Park Ave.....	R-4034
Derr, Gilbert S., Eng., 909 Fayetteville St.....	L-4293
Dooms, Mrs. Martha S., Sci., 509 Fayetteville St.....	R-4471
Dudley, S. L., Ind. Arts, 2204 Chautauqua St.....	L-5304
Gattis, John H., Reading, 410 Dowd St.....	R-3782
Hall, Phillmore, Band, 811 Pine St.....	
Hardy, James B., Sci. and Phys. Ed., 1109 Fayetteville St.....	J-2583
Herndon, Mrs. Elizabeth R., Eng., 626 Dunbar St.....	L-8463
Hill, Mrs. Mildred M., Hist., 1701 Fayetteville St.....	J-1611
Johnson, Mrs. Martha H., Home Ec., 1005 Fayetteville St.....	L-3232
Jones, Virgie L., Math., 1508 Fayetteville St.....	L-3164
Mabry, C. G., Ind. Arts, 624 Dunbar St.....	
Mabry, Mrs. Mabel A., Home Ec., 624 Dunbar St.....	
Massey, A. B., Chem. and Math., 404 Pekoe St.....	L-2422
McLester, Mrs. Johnnie B., Eng. and Dram., 1309 Morehead.....	N-0621
Midgette, E. W., Reading, 2499 Fayetteville St.....	J-6292
Moore, Grace L., Art, 1912 Fayetteville St.....	N-8784
Norris, Mrs. D. May, Eng. and Geo., 607 Lawson St.	J-9042
Page, Benjamin F., Hist., 1302 Fayetteville St.....	J-3451
Peele, John E., Hist. and Math., 605 Dunbar St.....	

<i>Name and Address</i>	<i>Tel. No.</i>
Person, Mrs. Dorothy H., Library, 816 Fayetteville St.....	
Reaves, Mrs. Dorcas C., Eng., 802 Elizabeth St.....	N-2231
Richardson, Geneva W., Biol., 811 Mebane St.....	
Riddick, Mrs. Lola I., Com., 2010 Otis St.....	N-5121
Sharpe, Mary P., Home Ec., 1010 Fayetteville St.....	L-3231
Smith, Mrs. Cynthia P., Eng. and French, 1215 Fayetteville St.....	
Spaulding, Mrs. Mae Bass, Latin and Eng., 614 Dupree St.....	R-4571
Suitt, Lou Davis, Phys. Ed., 111 Umstead St.....	J-8205
Sysnette, Dalrymple, Mach. Shop and Sheet Metal, 305 Umstead St.....	
Thomas, Mrs. Katherine C., Eng., 205 Formosa Ave. N.....	N-5561
Thompson, Mrs. Grayce L., Math., 406 Formosa Ave. L.....	L-5302
Turner, Mrs. Minnie Pearson, Eng., 411 Pekoe Ave....	J-8564
Williams, Edgar W., Auto Mech., 23 W. Green St.....	
Winslow, Mrs. Gertrude A., Math. and Hist., 1806 Fayetteville St.....	L-4733

W. G. Pearson Elementray School

UMSTEAD AND MERRICK STREETS

Telephone No. L-7371

<i>Name and Address</i>	<i>Tel. No.</i>
Cheek, N. A., Principal, 2213 Fayetteville St.....	L-4552
Kirby, Mrs. Annis, Clerk, 818 Kent St.....	L-8963
Allen, W. M., 6, 703 Pickett St.....	R-3944
Amey, Mrs. Mildred W., 1, 521 Elm St.....	N-7631
Bailey, Mrs. Bernardine S., 4, 1010 Fayetteville St....	R-6841
Butler, Mrs. Emma M., Phys. Ed. (Supr.), 902 Fayetteville St.....	L-0284
Cheek, Mrs. Geneva R., 5, 2213 Fayetteville St.....	L-4552
Cordice, Mrs. Pearl H., 6, 1503 Fayetteville St.....	L-8571
Cooper, Mrs. Nannie G., 1, 508 Massey Ave.....	L-1045
Davidson, Mrs. Celia T., 1, 420 Pine St.....	L-4913
Escoffery, Mrs. Sadie C., 2, 509 Elm St.....	J-7351
Fleming, Mrs. Helen D., 4, 818 Kent St.....	L-8963
Foreman, Mrs. Sallie C., 5, 508 Dunbar St.....	L-8464
Foster, Bettie L., 3, 512 Dunbar St.....	R-3271
Gamble, Mrs. Julia D., 2, 1312 Pine St.....	J-2933
Holmes, Mrs. Carlotta R., 2, 804 Walton Ave.....	F-8381

<i>Name and Address</i>	<i>Tel. No.</i>
Hubbard, Mrs. Ethel R., Music Supr., 612 Dupree St.	L-0421
Jenkins, Hattie M., 1, 512 Dunbar St.....	R-3271
Johnson, Mrs. Nettie L., 5, 603 Dupree St.....	
Lee, Mrs. M. Ora Sneed, 1, 801 Grant St.....	
Liverpool, Mrs. Floretta D., 3, 2116 Fayetteville St....	J-8563
Morrison, Mrs. Ethel M., 6, 811 Fayetteville St.....	
Pamplin, Willie M., 1, 605 Linwood Ave.....	L-5611
Parker, Mrs. Pauline H., 3, 603 Linwood Ave.....	L-5612
Payne, Mrs. Adele W., 4, 1609 Lincoln St.....	J-9421
Royster, Lucy A., 3, 306 Umstead St.....	
Saunders, Mrs. Mattie W., 3, 1616 Fayetteville St.....	L-3383
Stephens, Margaret E., 4, 402 Powe St.....	L-8521
Thorpe, Mrs. Naomi W., 2, 608 Dunbar St.....	R-2712
Trice, Mrs. Mittie E., 2, 811 Macklin St.....	
Webber, Thomas R., 5, 811 Fayetteville St.....	
Wheeler, Mrs. Janie M., Librarian, 319 Umstead St.	R-6682
White, Mrs. Badie S., 4, 708 Pine St.....	
Whitted, H. M., 6, 1711 Fayetteville St.....	L-1701

James A. Whitted School

CONCORD STREET

Telephone No. L-4731

<i>Name and Address</i>	<i>Tel. No.</i>
Parker, T. A., Principal, 603 Linwood Ave.....	L-5612
Morrison, Wilhelmina, Clerk, 1007 Elizabeth St.....	
Alston, Mrs. Marion W., 2, 1607 Fayetteville St.....	R-6171
Baldwin, Mrs. Nellie L., 7, 800 Walton Ave.....	R-3791
Bradshaw, Mrs. Ethel T., 4, 1812 Fayetteville St.....	
Bradsher, W. L., Jr., 7, 209 Umstead St.....	N-7745
Gilmer, Mrs. Minnie W., 2, 1711 Fayetteville St.....	L-1701
Hancock, Mrs. Lucile J., 7, 603 Dupree St.....	
Hargraves, Mrs. Madge T., 3, 408 Fowler Ave.....	N-4252
Jones, Mrs. Bernice W., 5, 207 Nelson St.....	L-2424
Kenney, Mrs. Harriett S., 6, 405 Formosa.....	R-3681
Marshall, Mrs. Ethel H., 7, 613 Dunbar.....	J-7873
Maryland, Mrs. Jessie Diggs, Art Supr. 1010 Fayetteville St.....	
Massey, Mrs. Grace C., 7, 404 Pekoe Ave.....	L-2422
Morris, Mrs. Adella W., 5, 1615 Fayetteville St.....	L-3382
Newby, Mrs. Mary L., 4, 1009 Carroll St.....	N-9801

<i>Name and Address</i>	<i>Tel. No.</i>
Pratt, Sarah J., 1, 2106 Duncan St.....	
Roberson, Gladys M., 7, 610 Glenn St.....	L-8764
Robinson, Mrs. Fannie G., 3, 210 Formosa Ave.....	N-5563
White, J. Lee, 6, 708 Pine St.....	L-4813
Wray, Mrs. Lyda F., 7, 512 George St.....	J-8562
Young, Constance S., 1, 606 Fayetteville St.....	F-2071

East End School

DOWD STREET

Telephone No. F-7742

<i>Name and Address</i>	<i>Tel. No.</i>
Marshall, F. D., Principal, 613 Dunbar St.....	J-7873
Bradsher, Mrs. Willie Blue, 1, 209 Umstead St.....	N-7745
Brewington, Mrs. Merlia H., 4, Route 2, Box 100A.....	
Cannady, Edward E., 5, 508 Dunbar St.....	L-8464
Dawkins, Mrs. Gladys A., 1, 618 Price St.....	
French, Mrs. Esther R., 2, 504 Dowd St.....	J-3573
George, Mrs. Johnetta H., 5, 905 Elizabeth St.....	F-7743
Greene, Mrs. Nannie Cooper, 1, 508 Massey Ave.....	L-1045
Holloway, Mrs. Rosa D., 1, 905 Elizabeth St.....	F-7743
Leathers, Eddy D., 3, 2005 Concord St.....	
Lewis, Jane E., 2, 413 Dowd St.....	N-5533
McElrath, Mrs. Mildred D., 3, 306 Pekoe St.....	R-3351
Meadows, Blanche B., 4, 601 Linwood Ave.....	J-4791
Nance, Mrs. Martha G., 2, 518 Gray St.....	
Pemberton, Mrs. Candis C., 4, 507 Price St.....	
Plummer, Mrs. Ettie H., 3, 610 Glenn St.....	
Sowell, Frank G., 6, 1508 E. Pettigrew St.....	N-6434
Warren, Sue L., 5, 703 Pickett St.....	R-3944
Watkins, Mrs. Parepa B., 6, 1218 Fayetteville St.....	F-8792

Lyon Park School

HALLEY STREET

Telephone No. J-5282

<i>Name and Address</i>	<i>Tel. No.</i>
Schooler, J. M., Principal, 1607 Fayetteville St.....	L-4951
Artis, Mrs. Rosa D., 3, 610 Carroll St.....	
Battle, William D., 5, 612 Price St.....	J-8913

<i>Name and Address</i>	<i>Tel. No.</i>
Cobb, Annie Lee, 2, 1010 Thaxton Ave.....	F-7112
Coward, Adolph M., 6, 2215 Pine St. Rd.....	
Faulk, A. Marie, 4, 1010 Fayetteville St.....	R-6842
Grant, Mrs. Mary C., 1, 1217 Fayetteville St.....	N-6454
Grigsby, Mrs. Nannie P., 5, 1512 Fayetteville St.....	R-4511
Grissom, Ruby B., 6, 605 Gray St.....	
Harden, Mrs. Isabella M., 3, 1508 Fayetteville St.....	L-3164
McLaurin, Mrs. Bessie E., 1, 1708 Fayetteville St.....	J-1614
Smith, Mrs. Grace L., 4, 1004 Third St.....	X-4688
Stephens, Mary Louise, 2, 402 Powe St.....	L-8521

Burton School

WATKINS STREET

Telephone No. R-4494

Burnett, Frank G., Principal, 622 Dunbar St.....	J-9423
Dunigan, Annie M., 5, 619 Massey Ave.....	R-4391
Pratt, Mrs. Elizabeth B., 4, 212 Formosa Ave.....	L-3592
Ray, Mrs. Loris S., 3, 602 Dupree St.....	R-4311
Reaves, Mrs. Bettye A., 4, 706 Pickett St.....	R-5192
Watson, Mrs. Mabel A., 1, 1010 Fayetteville St.....	L-3231
Whitted, Georgie D., 2, 606 Massey Ave.....	R-4392

Walltown School

THIRD STREET

Telephone No. X-5336

Russell, Mrs. Cora T., Principal and 6, 411 Pine St.....	J-0903
Fogle, Mrs. Eddye H., 4, 1218 Pine St.....	N-7742
Jackson, Mrs. Lula S., 3, 715 Massey Ave.....	L-8162
Jemison, Mrs. Georgia G., 2, 412 Pine St.....	J-5483
Russell, Cleo M., 1, 411 Pine St.....	J-0903
Wilson, Mrs. Minnie H., 5, 1006 Fairview St.....	J-5285

Hickstown School

CREST STREET

Telephone No. X-3641

Hill, H. A., Principal and 6, 1701 Fayetteville St.....	J-1611
Artis, Mrs. Evelyn B., 1 and 2, 808 Fayetteville St.....	L-0281
Norris, Ruth C., 2 and 3, 2313 Shirley St.....	
Webb, Mrs. Rosetta H., 4 and 5, Box 455.....	

Meetings

PRINCIPALS MEET WITH SUPERINTENDENT

Place—Fuller School Building

White—Second Tuesday in each month at 3:30 p.m.

Negro—Second Tuesday in each month at 4:30 p.m.

GENERAL MEETINGS WITH SUPERINTENDENT

TUESDAY, SEPTEMBER 4	WEDNESDAY, FEBRUARY 26
WEDNESDAY, OCTOBER 23	WEDNESDAY, MARCH 26
WEDNESDAY, DECEMBER 4	WEDNESDAY, APRIL 23
WEDNESDAY, JANUARY 22	WEDNESDAY, MAY 21

The dates above have been set aside as General Teachers' meeting dates. The General Meetings will start promptly at 4 o'clock. All meetings will be held at the Durham High School, unless notified otherwise.

DEPARTMENTAL AND GRADE MEETINGS WHITE TEACHERS

TUESDAY, SEPTEMBER 3	WEDNESDAY, JANUARY 8
MONDAY, SEPTEMBER 30	WEDNESDAY, FEBRUARY 12
WEDNESDAY, OCTOBER 30	WEDNESDAY, MARCH 12
TUESDAY, NOVEMBER 26	WEDNESDAY, APRIL 9
WEDNESDAY, MAY 7	

Regular time for meeting 3:45 p.m.

Music—First Monday in each month.

Library—First Monday in each month.

Art—First Monday in each month.

Ind. Arts—Second Saturday in each month.

Phys. Ed.—8:00 p.m. regular date.

General Teachers' meetings for Negro teachers will be announced through principals.

DEPARTMENTAL AND GRADE MEETINGS NEGRO TEACHERS

First Wednesday in each month:

All High School teachers, including the Seventh grades, meet with Head Teachers of Departments at Hillside High School at 3:45 p.m. English teachers meet first Thursday in each month at 3:45 p.m.

First Thursday in each month:

First, Second, and Third Grades, 3:30 p.m. at Pearson School.

First Monday in each month:

Fourth, Fifth and Sixth Grades, 3:30 p.m. at Pearson School.

Art, Music, and Physical Education Department Meetings will be held the last Thursday of each six weeks' period at 3:30 p.m. at Pearson School.

Library Meetings will be held on the second Wednesday in each month.

STATE MEETINGS

NORTH CENTRAL DISTRICT—November 1, 1946
Goldsboro, North Carolina
N. C. E. A.

NORTH CAROLINA EDUCATION ASSOCIATION
March 27, 28, and 29, 1946
Asheville, N. C.

PARENT-TEACHER ASSOCIATION COUNCIL MEETINGS

Fourth Tuesday afternoon at 3:30 in September, November, January, March and May. Board Room—Fuller School Building. Corner Chapel Hill and Cleveland Streets.

PARENT-TEACHER ASSOCIATION PRESIDENTS 1946-1947

JULIAN S. CARR JUNIOR HIGH SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Mrs. Julian M. Ruffin, 816 Anderson St.....	N-2541

EAST DURHAM JUNIOR HIGH SCHOOL

Mrs. R. W. York, 1904 Hart St.....	L-3763
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E. K. POWE SCHOOL

Mrs. T. D. Wolfe, 1308 Carolina Ave.....	X-2761
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Y. E. SMITH SCHOOL

Mrs. J. L. Glover, Jr., 1905 Hart St.....	F-8474
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SOUTHSIDE SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
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Mrs. D. M. Benson, 1908 Erwin Road.....	J-6003
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MOREHEAD SCHOOL

Mrs. C. J. Moody, 718 W. Chapel Hill St.....	J-6511
--	--------

FULLER SCHOOL

Mrs. J. H. Johnson, 114 N. Queen St.....	L-0133
--	--------

GEO. W. WATTS SCHOOL

Mrs. W. H. Llewellyn, 1103 Englewood Ave.....	X-5747
---	--------

NORTH DURHAM SCHOOL

Mrs. Thomas Couch, 123 E. Lynch St.....	J-0711
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EDGEMONT SCHOOL

Mrs. W. C. Roberts, 504 Alston Ave.....	L-6731
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LAKEWOOD SCHOOL

Mrs. W. W. Thomas, 2307 Chapel Hill Rd.....	R-5423
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HOLLOWAY STREET SCHOOL

Mrs. Cecil Ferrell, 1100 First Ave.....	N-4541
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MONTHLY

PARENT-TEACHER ASSOCIATION MEETINGS

1946-1947

Julian S. Carr Junior High School—First Tuesday night.

East Durham Junior High School—Fourth Tuesday night.

E. K. Powe School—First Wednesday after each six weeks' period.

Y. E. Smith School—Third Tuesday.

Southside School—Second Thursday night.

Morehead School—Third Tuesday.

Fuller School—Third Wednesday.

Geo. W. Watts School—Third Wednesday.

North Durham School—Third Wednesday.

Edgemont School—Third Tuesday night.

Lakewood School—Third Tuesday night.

Holloway Street School—First Tuesday afternoon.

NEGRO SCHOOLS
PARENT-TEACHER ASSOCIATION PRESIDENTS
1946-1947

HILLSIDE HIGH SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Mrs. Mary T. Horton, 705 Gerard St.....	R-5794

W. G. PEARSON ELEMENTARY SCHOOL

C. C. Cobb, 906 Scout Drive.....	
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JAMES A. WHITTED SCHOOL

Mrs. D. F. Spaulding, 1503 Lincoln St.....	
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EAST END SCHOOL

Samuel B. Walker, 1101 Juniper St.....	L-6391
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LYON PARK SCHOOL

Mrs. Gladys Faucette, 714 Willard St.....	N-4581
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BURTON SCHOOL

Mrs. M. Stanley, 1408 E. Glenn St.....	R-5311
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WALLTOWN SCHOOL

Mrs. Eldora Bell, 1107 Second St.....	
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HICKSTOWN SCHOOL

Arthur Elliott, W. Pettigrew St.....	
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MONTHLY
PARENT-TEACHER ASSOCIATION MEETINGS
1946-1947

Hillside High School—First Tuesday night.
 W. G. Pearson Elementary School—Second Thursday.
 James A. Whitted School—To be announced.
 East End School—To be announced.
 Lyon Park School—Second Monday night.
 Burton School—To be announced.
 Walltown School—First Tuesday night.
 Hickstown School—Last Monday night.

Calendar

DURHAM CITY SCHOOLS

1946-1947

First Teachers' Assembly—Tuesday, September 3—White Teachers: 10:00 a.m., Durham High School Auditorium.

Negro Teachers: 11:30 a.m., Hillside High School Auditorium.

Group meetings of all teachers—Tuesday, September 3, with principals at each respective building.

White Teachers—11:30 a.m.

Negro Teachers—12:30 p.m.

All Schools Open.....Wednesday, September 4—8:30 a.m.

SEMESTERS

First Semester: Wednesday, September 4—Wednesday, January 22 (Inc.) 90 teaching days.

Second Semester: Monday, January 23—Tuesday, June 3 (Inc.) 90 teaching days.

DAYS SCHOOLS ARE NOT IN SESSION

November 1.....North Central District Meeting,
Goldsboro, North Carolina

November 28-29 (Inc.).....Thanksgiving

December 20-January 1 (Inc.).....Christmas

March 28.....State Teachers' Convention

April 4-7 (Inc.).....Easter

TEACHING DAYS BY MONTH

All Schools—

September	19	February	20
October	24	March	20
November	18	April	20
December	14	May	22
January	22	June	1

Total—180 days

PERIOD CALENDAR

<i>First Semester—</i>	<i>Begins</i>	<i>Ends</i>	<i>Days</i>
First Six Weeks	September 4	October 15	30
Second Six Weeks	October 16	November 26	30
Third Six Weeks	November 27	January 22	30

Second Semester—

Fourth Six Weeks	January 23	March 5	30
Fifth Six Weeks	March 6	April 21	30
Sixth Six Weeks	April 22	June 2	30

COMMENCEMENT DATES (TENTATIVE)

Durham High School—Speaking Contest, Friday night,
May 9.

Durham High School—Music Contest, Friday night, May 16.

Durham High School—Class Exercises, Friday night, May 30.

Durham High School—Church Service, Sunday night,
June 1.

Junior High School—Promotion Exercises, Monday night,
May 29.

Durham High School—Graduation Exercises, Monday night,
June 2.

Closing Exercises will be held in other schools during the
last week.

Hillside High School—Class Exercises, Thursday night,
May 29.

Hillside High School—Church Service, Sunday night,
June 1.

Hillside High School—Graduation Exercises, Tuesday night,
June 3.

Special Days That Should Be Given Consideration

1946-1947

Labor Day—First Monday in September
Columbus Day—October 12
Navy Day—October 27
National Picture Week—October 21-27
Fire Prevention Week—October 6-12
Halloween—October 31
American Education Week—November 10-16
National Book Week—November 10-16
Thanksgiving Day—November 28
Christmas Day—December 25
New Year's Day—January 1
Robert E. Lee's Birthday—January 19
Benjamin Franklin's Birthday—January 30
Franklin D. Roosevelt's Birthday—January 30
Abraham Lincoln's Birthday—February 12
St. Valentine's Day—February 14
Thrift Week—February
George Washington's Birthday—February 22
St. Patrick's Day—March 17
Arbor Day—March
Easter—April 6.
Thomas Jefferson's Birthday—April 13
National Music Week—May

Jewish Holidays

1946-1947

Thursday, September 26—First day of New Year

Friday, September 27—Second day of New Year

Saturday, October 5—Day of Atonement

Thursday, October 10, Friday, October 11—First and Second Days of Tabernacle Festival

Thursday, October 17, Friday, October 18—Last Two Days of Tabernacle Festival

Wednesday, December 18—First Day of Feast of Light
(Not necessary for pupils to be absent)

Thursday, March 6—Purim (Not necessary for pupils to be absent)

Saturday and Sunday, April 5 and 6—Passover

Friday and Saturday, April 11 and 12—Passover

Saturday and Sunday, May 25 and 26—Pentecost

NOTE: Children are counted absent when they are out of school on account of Jewish holidays.

Code of Ethics
of
**The Durham City Teachers' Education
Association**

Adopted 1940

Preamble

IN order to realize more fully the aims of education, to promote the general welfare of the teaching body, and that of teaching as an honorable profession, the Durham Teachers' Educational Association presents this statement of ethical procedures for the members of the Durham City School System

(The use of the word teacher implies anyone who serves the schools in a professional way.)

I

The Relation to the Child and Community

The teacher should recognize as his first responsibility the welfare of the child, and assume his obligation:

1. To deal justly and sympathetically with each individual at all times;
2. To hold inviolate any confidential information given as a key to the understanding of a situation;
3. To establish friendly relationships with parents, and to maintain these by exercising patience, tact, frankness, and sincere courtesy in personal contacts;
4. To identify himself with civic and social interests in order that he may know how best to serve the youth of the community;
5. To remain loyal to the community in which, by reason of his position, he is a responsible citizen;
6. To live, in school and out, the wholesome life that pupils, who learn more by example than by precept, can emulate.

II

The Relation to Fellow Teachers

The teacher should recognize his responsibility to his associates and to the success of the system of which he is a part:

1. By assisting in developing and carrying out the policies of the school with the intelligent cooperation and unselfish service characteristic of the master workman;
2. By observing the professional courtesy of transacting business with the properly designated person;
3. By accepting responsibility for what he says and does;
4. By giving credit to his associates in every capacity for their achievements, and for any assistance received from them;
5. By holding sacred any information obtained in confidence;
6. By refraining from idle criticism of his fellow workers;
7. By welcoming definite, constructive criticism, directly and privately given.

III

The Relation to the Profession

The teacher should realize his contribution to the growth of the profession—its dignity, achievements, and ideals of service—and to that end:

1. Work with his associates on a basis of mutual respect and confidence.

2. Neither seek nor grant promotion or appointment save on the basis of merit.

3. Adhere to an agreement once made unless dissolved by mutual consent.

4. Maintain such standards in social and professional relations as to bring no reproach upon himself or his calling.

5. Regard teaching as one of the fine arts; and manifest the pride, interest, and pleasure of the creative artist in his work.

6. Keep the vision, alertness, open mind, and research attitude of the progressive student of education.

7. Affiliate with the local, state, and national professional organizations to broaden his conception of the task of a builder of society.

8. Work unitedly for compensation which is adequate; to maintain the dignity of the position, to provide for professional improvement, to recognize merit, and to secure economic independence.

9. Strive to raise the standards of those entering the profession, and encourage professional growth among those already in service.

Calendar 1946-1947

1946	S	M	T	W	T	F	S	1947	S	M	T	W	T	F	S
	1	2	3	4	5	6	7								1
	8	9	10	11	12	13	14		2	3	4	5	6	7	8
Sep	15	16	17	18	19	20	21	Mar	9	10	11	12	13	14	15
	22	23	24	25	26	27	28		16	17	18	19	20	21	22
	29	30	31						23	24	25	26	27	28	29
									30	31					
Oct				1	2	3	4	Apr			1	2	3	4	5
	6	7	8	9	10	11	12		6	7	8	9	10	11	12
	13	14	15	16	17	18	19		13	14	15	16	17	18	19
	20	21	22	23	24	25	26		20	21	22	23	24	25	26
	27	28	29	30	31				27	28	29	30			
Nov						1	2	May				1	2	3	
	3	4	5	6	7	8	9		4	5	6	7	8	9	10
	10	11	12	13	14	15	16		11	12	13	14	15	16	17
	17	18	19	20	21	22	23		18	19	20	21	22	23	24
	24	25	26	27	28	29	30		25	26	27	28	29	30	31
Dec	1	2	3	4	5	6	7	Jun	1	2	3	4	5	6	7
	8	9	10	11	12	13	14		8	9	10	11	12	13	14
	15	16	17	18	19	20	21		15	16	17	18	19	20	21
	22	23	24	25	26	27	28		22	23	24	25	26	27	28
	29	30	31						29	30					
1947				1	2	3	4	July			1	2	3	4	5
Jan	5	6	7	8	9	10	11		6	7	8	9	10	11	12
	12	13	14	15	16	17	18		13	14	15	16	17	18	19
	19	20	21	22	23	24	25		20	21	22	23	24	25	26
	26	27	28	29	30	31			27	28	29	30	31		
Feb						1		Aug				1	2		
	2	3	4	5	6	7	8		3	4	5	6	7	8	9
	9	10	11	12	13	14	15		10	11	12	13	14	15	16
	16	17	18	19	20	21	22		17	18	19	20	21	22	23
	23	24	25	26	27	28			24	25	26	27	28	29	30
									31						

Book Rent

<i>Grade</i>	<i>First Semester</i>	<i>Second Semester</i>
First50.....	.60
Second70.....	.70
Third75.....	.75
Fourth75.....	.75
Fifth75.....	.75
Sixth85.....	.85
Seventh85.....	.85
Eighth85.....	.85
Ninth	2.00.....	2.00
Tenth	2.00.....	2.00
Eleventh	2.00.....	2.00
Twelfth	2.00.....	2.00

Tuition Fees

Elementary School	\$20.00
Junior High School	30.00
Senior High School	40.00

For pupils who live outside of the
Durham District

Officers

PROFESSIONAL ORGANIZATIONS

1946-1947

DURHAM CITY EDUCATION ASSOCIATION

IVA E. SHOCKLEY.....	<i>President</i>
MRS. E. S. SWINDELL.....	<i>First Vice-President</i>
JENNIE BELVIN.....	<i>Second Vice-President</i>
PAULINE LUCAS.....	<i>Secretary</i>
THADDAEUS B. HALL.....	<i>Treasurer</i>

Dates of Meetings to be Announced.

DURHAM CLASSROOM TEACHERS' ASSOCIATION

MAMIE MANSFIELD.....	<i>President</i>
MRS. J. W. BRUNSON.....	<i>Vice-President</i>
MRS. LAURA HOLT TERRY.....	<i>Secretary</i>
SUSIE B. RIDDICK.....	<i>Treasurer</i>

Dates of Meetings to be Announced.

SCHOOLMASTERS' CLUB

THADDAEUS B. HALL.....	<i>President</i>
ALBERT A. LONG.....	<i>Vice-President</i>
B. L. DEBRUYNE.....	<i>Secretary</i>

DURHAM ASSOCIATION OF PUBLIC SCHOOL TEACHERS

J. M. SCHOOLER.....	<i>President</i>
MRS. CORA T. RUSSELL.....	<i>First Vice-President</i>
VIRGIE L. JONES.....	<i>Secretary</i>
RUBY B. GRISSOM.....	<i>Assistant Secretary</i>
ANNIE MAY DUNIGAN.....	<i>Treasurer</i>

Meetings: Second Monday afternoon in October, December, February, and May.

CREDIT UNION

THADDAEUS B. HALL.....	<i>President</i>
H. K. COLLINS.....	<i>Secretary</i>
NELL S. LEITNER, D. C. CHRISTIAN, JR.	
MRS. PAUL WHITEHEAD, MRS. J. W. BRUNSON....	<i>Directors</i>

Cafeterias

MRS. FRANCES R. FERRELL, *Director*

Office—Fuller School

Telephone No. N-7791

DURHAM HIGH SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Mrs. Anne Llewellyn, Manager, 924 W. Trinity Ave.....	N-2224
Haywood Roberts, 1022 Ferrell St.....	N-5933
Bessie Dunston, 615 Pickett St.....	R-3801
Mamie Pulliam, 1007 Third St.....	X-4692
Elizabeth Edwards, 1207 Hamlin St.....	L-6812
Elnora Edwards, 1207 Hamlin St.....	L-6812
Corrine Haskins, 1027 Moreland Ave.....	N-8691
Mary Elam, 1514 Davis St.....	

JULIAN S. CARR JR. HIGH SCHOOL

Mrs. Annabelle Selph, Manager, 2128 Englewood Ave.....	X-3021
Cornelia Norwood, 410 Dowd St.....	R-3782
Fannie Rowland, 802½ Pickett St.....	
Dora Mann, 412 Smith St.....	R-5311
Plassie Midgette, 1202 Colfax St.....	
Jessie Hooper, 104 Umstead St.....	

EAST DURHAM JR. HIGH SCHOOL

Mrs. Arlene Glenn, Manager, 805 Brye St.....	F-5221
Henrietta Graham, 208 Moore St.....	
Ophelia Thompson, 1502 Glenn St.....	R-5311
Nan Dennis, 420 Eric St.....	
Fannie Mae Bostic, Box 536, Route 5.....	

E. K. POWE SCHOOL

Mrs. Elsie Johnson, Manager, 219 W. Trinity Ave....	F-9681
Ellen Brown, Box 140, Route 5.....	
Charmin Watson, 1003 Fayetteville St.....	L-2643
Glorena Rich, 915 Grant St.....	N-9911
Rosa Lee Holman, 305 Piedmont Ave.....	

Y. E. SMITH SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Mrs. Lois Cannada, Manager, 1909 Taylor St.....	L-4793
Ethel Bagley, 1605 Merrick St.....	L-4811
Minnie Rainey, 331 E. Enterprise St.....	
Dozelle Scott, Box 536, Route 5.....	

SOUTHSIDE SCHOOL

Mrs. Elizabeth Ellington, Manager, 108 N. Dillard St.....	N-4212
Anna Pearley, 2800 Crest St.....	X-3643
Beatrice Laster, 2224 Pratt St.....	X-3262

MOREHEAD SCHOOL

Mrs. Caladonia Neal, Manager, Route 2.....	X-4944
Elizabeth McNeill, 1118 Hanover St.....	L-8544
Rosa Lee Moon, 815 Willard St.....	
Amie S. Strudwick, 403 Dowd St.....	J-9011

FULLER SCHOOL

Mrs. Virginia Kennon, Manager, Mebane, N. C.....	
Alma Hughes, 909 Whitted St.....	
Gladys Boyd, 710 McMannen St.....	

GEO. W. WATTS SCHOOL

Mrs. Emma Howell, Manager, 1007 N. Duke St.....	X-4001
Gladys Faucette, 714 Willard St.....	N-4581
Ollie Bradshaw, 1101 Morehead Ave.....	N-5623

NORTH DURHAM SCHOOL

Mrs. Gladys Ross, Manager, 216 Morris St.....	F-4401
Ovella Lumpkin, 714 Grant St.....	N-9792
Marie Ford, 1207 Hazel St.....	N-8214
Daisy Hart, 1203 Hazel St.....	N-8214

EDGEMONT SCHOOL

Mrs. Ruth P. Long, Manager, 1421 Woodland Drive.....	X-5430
Australia Timberlake, 802 Pine St.....	
Ammie Guyton, 112 Chestnut St.....	
Ada Hinton, 316 Enterprise St.....	

LAKEWOOD SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Mrs. Nancy Durham, Manager, 1917 Chapel Hill Blvd.....	J-7781
Ethel Mae Walker, 1422 Ruby St.....	

HOLLOWAY STREET SCHOOL

Mrs. Jennie Redfern, Manager, 3018 Roxboro Rd.....	L-4605
Maggie Robinson, 1106 Spruce St.....	
Inez Mims, 1216 Miami Blvd.....	J-0064
Mary Morris, 1104 Fargo St.....	L-8411

HILLSIDE HIGH SCHOOL

Mrs. Jessie Moore, Manager, 510 Price St.....	
Margaret Samuels, 610 Dupree St.....	
Amy Strudwick, 1202 Hyde Park Ave.....	
Lillian Royster, 528 Martha St.....	
Lizzie Kelley, 913 Pine St.....	J-7693
Earlean Tompkins, Box 25, Route 3.....	
Pearlie Thompson, 520 George St.....	

W. G. PEARSON ELEMENTARY SCHOOL

Mrs. Ora Fitzgerald, Manager, 1012 Whitted St.....	L-7892
Mary Stewart, 704 Linwood Ave.....	J-3041
Laura White, 519 Umstead St.....	L-7894
Mary McBroom, 1200 Lincoln St.....	

JAMES A. WHITTED SCHOOL

Mrs. Isadora Williams, Manager, 1612 Fayetteville St.....	J-8734
Mamie Dunn, 409 Brant St.....	
Lena Thompson, 1609 Fayetteville St.....	

EAST END SCHOOL

Mrs. Luna Holman, Manager, 603 Gray St.....	N-6563
Charlotte Roberts, 503 Dowd St.....	L-0484
Margie Dawkins, 414 Canal St.....	

LYON PARK SCHOOL

Mrs. Martha Stanley, Manager, 1408 Glenn St.....	R-5311
Sophia Bumpass, 1310 Halley St.....	

BURTON SCHOOL

Mrs. Doris Sowell, Manager, 1508 E. Pettigrew St.....	N-6434
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Custodians

DURHAM HIGH SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Clifford Duke, 917 Virgie St.....	
Eldridge Coleman, 504 Ramsey St.....	J-9281
Henry Wall, 706 Davis St.....	
Louis Rogers, 336 E. Enterprise St.....	
Otho Pratt, Route 1, Box 220 B.....	J-7034
Emmerson Roberts, 1022 Ferrell St.....	
Lillian Brown, 1505 Davis St.....	

JULIAN S. CARR JUNIOR HIGH SCHOOL

Raymond Ellison, 704 Willard St.....
James Gaines, 714 Dover St.....
Alice Tapp Brame, 410 Powe St.....
Ed Malphors, 614 Carr St.....

EAST DURHAM JUNIOR HIGH SCHOOL

Estella Shaw, 420 Erie St.....
Roosevelt Owen, Box 212.....
Harvey Hayes, 409 Bailey St.....

E. K. POWE SCHOOL

Willie Huggins, 704 Gerard St.....
Thad Lee, Commonwealth St., Hayestown.....
Fannette Williams, 1005 Third St.....

Y. E. SMITH SCHOOL

Cleo Lewis, 1913 Carnell St.....	J-5953
Luke McKnight, 405 Mt. Vernon St.....	

SOUTHSIDE SCHOOL

Cass Rogers, 704 Glenn St.....

MOREHEAD SCHOOL

G. L. Holsomback, 709 Eighth St.....

FULLER SCHOOL

Thomas Platt, 418½ Dowd St.....	R-3783
Thomas Strudwick, 1602 Fay St.....	L-3624

GEO. W. WATTS SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Willis Taylor, 111 Enterprise St.....	

NORTH DURHAM SCHOOL

Sam Chambers, 823 Glendale Ave.....	
John W. Patterson, 804 Glendale Ave.....	

EDGEMONT SCHOOL

Raymond Graves, 511 S. Queen St.....	J-9283
Leo Council, 208 Haywood St.....	

LAKEWOOD SCHOOL

Manley Dunn, 308 Umstead St.....	
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HOLLOWAY STREET SCHOOL

James Boyd, 611 St. Joseph St.....	
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HILLSIDE HIGH SCHOOL

Carrie L. Green, 1302 South St.....	
Arthur Cobb, 1213 Pine St. Road.....	
Walter A. Green, 1302 South St.....	
Thomas J. Atwater, 206 Moore St.....	

W. G. PEARSON ELEMENTARY SCHOOL

Martin McBroom, 1200 Lincoln St.....	
Henry Brunson, 208 Amos Pl.....	

JAMES A. WHITTED SCHOOL

Lonnie Williams, 409 Pekoe St.....	
Fred Adams, 2000 Otis St.....	R-5722

EAST END SCHOOL

Emmett J. Strudwick, 1316 Fay St.....	R-2212
James L. Saunders, 407 Smith St.....	

LYON PARK SCHOOL

Archie Bridges, 1108 Carroll St.....	
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BURTON SCHOOL

Lester Harris, 105 Verbena St.....	J-7484
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WALLTOWN SCHOOL

<i>Name and Address</i>	<i>Tel. No.</i>
Frank Howard, 324 Poplar St.....	

HICKSTOWN SCHOOL

Henry A. Hill, 1701 Fayetteville St.....	J-1611
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MAINTENANCE

D. C. Christian, Sr., 710 Burch Ave.....	
Ralph Moore, 1109 Kent St.....	
Emmett Blake, Guess Road, Route 2.....	
Jesse Pipkins, 2102 Currin Ave.....	R-5384
F. G. Rhodes, 2104 W. Knox St.....	X-3440
John White, Route 2.....	
John Day, 100 Fairview St.....	
Fletcher Harris, 108 Jordan St.....	
Luther Parrish, Route 5.....	

Suggestions and Information For Teachers

1. *Time of Arrival and Leaving:*

Teachers are expected to be in their respective school buildings not later than 8:25 and in the rooms in which they teach not later than 8:30. Occasionally, principals may request teachers to come a little earlier for a morning meeting when necessary. High School teachers remain at school at least until 3:25 to confer with and help High School pupils. Elementary teachers may leave their respective buildings at 3 o'clock provided all work is finished and the work at school for the next day is in readiness. Elementary teachers may visit homes of pupils they teach before 3:00 provided school work is finished and permission is secured from the principal.

2. *Daily Schedule:*

Each teacher in the elementary and high schools shall make a copy of the daily schedule as outlined by the principal and post same in a conspicuous place in the classroom. This schedule may not be changed unless approved by the principal of the school. The name of each teacher shall be posted on a small card on or near the door outside of each teacher's home room.

3. *Records:*

Home Room teachers shall make out necessary records as prescribed by the local school authorities and the State Board of Education. Teachers shall also keep Plan Books in which their work is planned at least one day in advance.

4. *Prizes and Gifts:*

Teachers and Principals should be very careful about prizes, premiums and gifts within the schools, since these items sometimes cause considerable embarrassment and misunderstanding.

5. *Courtesy:*

Teachers at all times should be democratic and courteous to pupils and parents. There is no place in a school or school room or anywhere for sarcasm or remarks

about any physical or mental peculiarity of any pupil or about the pupil's parents or friends or about the physical plant in which the pupils and teachers are working.

6. *Dismissing Pupils:*

Teachers shall see that their pupils leave the school grounds in a quiet and orderly manner at the time of dissembling. Classes are not to be dismissed before closing time except for special reasons granted by the Principal and approved by the Superintendent.

7. *Arranging for Absences:*

A teacher finding it impossible to attend school any day must notify the Principal the day preceding or before seven o'clock in the morning of the day the teacher expects to be absent. The teacher shall also send the Principal special information and lesson plans needed for the substitute. A teacher who is providentially absent for more than a day shall give the principal a day's notice of his or her expected return.

8. *Supervising Teachers:*

Supervising teachers of special subjects shall prepare a schedule of work, a copy of which shall be posted in each school building. A supervisor finding it impossible to be present in any school on any day's schedule shall notify the Principal of the school at least one hour before the day's work is scheduled to begin.

9. *Attendance of Meetings:*

Teachers are to attend all meetings called by the Principals, Supervisors, Directors of Departments, Grade Directors, Superintendent, or Board of Education. Only sickness or providential hindrances will be accepted as valuable excuses for being absent from these educational meetings.

10. *Authorized Meetings:*

Meetings shall be called by the Principals, Supervisors or Directors of Departments, the Superintendent, or Board of Education when they consider it for the best interest of the schools. Usually meetings are held monthly as scheduled in the directory issued at the beginning of each school year.

11. *Errands:*

Teachers are not to send pupils on errands unless permission is secured from the Principal's office and then only in cases of absolute necessity.

12. *Opening Exercises:*

All teachers should have some form of Opening Exercises in the home room each school day which might consist of Bible reading, The Lord's Prayer, and singing. No comments of a secular nature should ever be made to school children.

13. *Recess Supervision:*

It is the duty of all teachers to mingle with pupils at recess and at the lunch hour as a matter of social relationship, in order to teach children to live together as good citizens. Teachers should never be found congregating at this time of the school day when children need their guidance and leadership. Our best teachers enjoy mingling with and helping children. Principals may alternate these social duties to the best advantage of both pupils and teachers.

14. *Leave of Absence:*

Teachers in the Durham City Schools are rarely granted a Leave of Absence, but in the case of resignation for valuable reasons, careful consideration will be given excellent teachers who wish to re-apply for work in the City Schools when vacancies are available. No position can be held open for a considerable length of time.

15. *Substitute Teachers:*

A substitute teacher who is filling the regular place of an employed teacher should be well qualified and possess ability to carry on the work without loss to classes. The substitute teacher is called into service by the Principal of each individual school from the list of Supply Teachers which is made available through the Superintendent's office. No person other than those on this list should be used except in cases of emergency. If this becomes necessary, the Superintendent of Schools should be notified. Substitute teachers are paid in accordance with State and local regulations.

16. *Home Work:*

All teachers should observe judicious discrimination relative to home work assignments. Home work assigned and not followed up best not be assigned. Home work should be intensive rather than extensive. Assignments should always be clearly understood by pupils. Very little home work should be assigned in the primary grades.

17. *Discipline:*

It shall be the duty of the teacher to maintain such discipline of children as should be exercised by a kind and judicious parent in the family. They shall endeavor to impress upon the minds of their pupils the principles of morality and virtue, a sacred regard for the truth, love of God, love of man, sobriety, industry and frugality. They shall provide for children any freedom of action necessary to the development of self-control and the proper exercise of personal judgment. Wholesome discipline is essential in the progress of child training.

18. *Health:*

Teachers shall be careful regarding the physical condition of classrooms, at no time permitting the room to become over-heated and stuffy. In other words, the teacher is in charge of the protection of the health of pupils during the school day. In case of neglect of janitorial service or heating conditions, it then becomes the teacher's duty to notify the Principal of the school and request immediate adjustment. Teachers should at all times observe very carefully any physical defects in pupils, making all necessary adjustments possible to help pupils who have defects in vision or hearing.

19. *Department Directors:*

High School teachers are responsible to Directors of Departments for correlating and co-ordinating the work in the various subjects. This includes teachers in both Junior and Senior High Schools, Grades 7 through 12.

20. *Elementary Supervisor:*

Elementary traditional and special teachers are responsible to the Grade Directors for co-ordinating and correlating work in the grades from 1 through 6. A Head-

Grade teacher may be appointed to help with this work as well as in the special courses, such as Literature, Civics, etc.

21. *Deans and Assistant Principals:*

Teaching Deans and Teaching Assistant Principals are assigned office duties such as helping with School Attendance, Discipline, Guidance, Social Activities, and other routine matters that may be delegated by the Principal or Superintendent of Schools.

22. *Coaches:*

Academic teacher coaches under the direction of the Physical Education Director are in charge of special athletic activities in each respective school and are held responsible not only for their teaching duties but for the work which devolves upon coaches of athletic events. Head Coaches in the Durham City School System are members of the Teaching Staff just as other teachers, and might be classed as Heads of various athletic activities ranking somewhat in the same class as Directors of Academic Departments.

23. *Daily Work and Examinations:*

Teachers are reminded to stress that the daily work of the pupil is the most important and that examinations are secondary. Regular recitations count 75% of the pupil's standing. Many teachers are inclined to over-stress tests and examinations, and through this means misjudge pupils' ability.

24. *Health Certificate:*

All teachers, as well as all other members of the school personnel, are required by State law to obtain a Health Certificate from the Health Department before engaging in school work.

25. *Position Requirements:*

In order for teachers to obtain positions in the Durham City Schools, it is necessary that they be graduated from a standard college or university, receive a degree, have some teaching experience in public schools, and acquire a State "A" Teachers' Certificate. Persons holding a Masters Degree with experience are given preference for positions in high schools when vacancies occur. Exceptions are made only for emergencies.

26. *Protection of Property:*

A very important duty of the teacher is to teach children to observe at all times the protection of public property, especially the protection of textbooks, desks, chairs, etc.

27. *School Picnics and Socials:*

Whenever a group of pupils goes on a school picnic or outing, a teacher must accompany them and be responsible that the activity is wholesome and helpful in every way.

28. *Home Room:*

A teacher is held responsible for his or her individual home room group for record making, absent and tardy pupils, and other assigned duties pertaining to this group.

29. *Use of School Time:*

All teachers are expected to begin their work promptly and at the appointed time and continue the schedule as planned throughout the school day. They will also be required to dismiss classes promptly when the time comes for change of periods in order to prevent loss of time to other classes.

30. *Leaving Classrooms:*

Teachers at all times may leave the classrooms in cases of emergency. If this leave is for any length of time, the principal of the school must be notified in order to make arrangements to take care of the class. In no event does the administration wish to work a hardship on any teacher, principal, or child connected with the City School System when emergencies arise.

31. *Teachers' Professional Library:*

Plans for a Teachers' Professional Library are being made at the Central Office for the purpose of professional aid and in-service training of teachers.

32. *Use of School Buildings:*

A school building belongs to the community and should be used for various purposes, under proper supervision, at any time. Persons using any part of school buildings are held financially responsible for any damage that may be done to school property.

33. *Examination Papers:*

All examination papers must be graded by the teacher in person and then used to a limited extent to help the teacher pass judgment on the ability of the pupil. In no instance shall the examination paper be the main point of judging the pupil's standing.

34. *Know Regulations:*

Teachers at all times are expected to familiarize themselves with and conform to and co-operate with all directions and regulations of the Superintendent, the local Board of Education, and State School Authorities.

35. *Most Valuable Teachers:*

In order for a teacher to be considered Most Valuable in the public school system, he or she must meet the challenge of the following qualifications:

1. Thorough preparation for the work through training and experience with Grade "A" State Certificate.
2. A sincere professional and ethical attitude.
3. Growth in service and in the profession.
4. Health and physical fitness for work required.
5. Ability to inspire high citizenship ideals through 'true living and high thinking.'
6. Interest to the point of participation in social, religious, and educational community activities.
7. Ability to teach under adverse circumstances with tact, patience, courage, and sympathy.
8. Putting school work and the child first and being dissatisfied with anything other than obtaining the best results.
9. A strong personality that will lead rather than drive.
10. Unwillingness to remain static in the profession but have an open mind to grow and become of greater service to the community, as well as in the school and classroom.

Suggestions and Information Regarding Pupils

1. Requirements for Entrance:

A pupil, before being admitted to school, must show evidences of having been successfully vaccinated or must present a certificate from his physician showing that he has been vaccinated within the year preceding. He must also present the statement signed by his parent or guardian giving the date of his birth, residence and occupation of parent or guardian, and name and location of school last attended, etc., if pupil has been in school before. Pre-School Clinics are held during the spring semester under the auspices of the P. T. A. and Health Department.

2. Leaving School Premises:

No pupil shall be permitted to leave the school premises before the regular hour of dismissal except on the personal application or written request of his parent or guardian or because of some extraordinary reason of which the Principal shall be the judge. Leaving school to participate in authorized school activities is permissible. Pupils are not to come on school premises too early in the morning.

3. Errands or Messenger Service:

Pupils are not to go on errands or messenger service unless approval is secured from the school Principal.

4. Detention at Lunch Period:

Pupils shall not be detained in the school building for study or adjustment during lunch or recess, except for violation of some regulation during this period. Except in wet or stormy weather, all pupils are required to spend this time out of doors in some form of play and recreation.

5. Suspension:

In order to secure the co-operation of a parent or guardian, the Principal may send a pupil home at any time, provided he is told why he is sent home and the parent or guardian notified immediately by telephone or letter. Unless the co-operation desired is secured within a limited time, the pupil may be suspended until such time that the case may be reviewed by the

Superintendent and remitted if deemed wise. No pupil may be expelled from the school system without a written statement from the Superintendent.

6. *School to Attend:*

When pupils move from one school district to another, they are automatically transferred to the school nearest their residence. All exceptional transfers to attend schools out of the district must be granted by the Superintendent.

7. *Attendance and Punctuality:*

When a pupil is absent from school for any reason, a written excuse from the parent or guardian should be brought by the pupil and presented at the Principal's office for a permit to re-enter. The same procedure applies, with reference to tardies. All pupils should be punctual and regular in attendance. Unexcused absences and tardies may cause a pupil to fail to be promoted because of loss of class work.

8. *Making Up School Work:*

Pupils who are absent from school for providential reasons should ask the privilege of the teacher to make up school work missed. Naturally, this work will count against the pupil unless it is made up, and may jeopardize the pupil's scholastic standing.

9. *Remaining After School:*

Pupils are not to remain after school longer than four o'clock unless participating in some school activity such as athletics or some other group activity, without permission of parents. At no time should pupils keep parents waiting in front of school buildings to take them home when they are participating in activities without notifying their parents.

10. *Permission to Leave School:*

Permission to leave the school premises is secured at the Principal's office. Pupils should not make requests to leave the buildings unless an urgent need arises. The schools wish to co-operate in every possible way with parents, as a matter of accommodation, but retain the privilege of refusing permission for pupils to leave the grounds when the reason is not a valuable one.

11. *Promotions and Demotions:*

Pupils are promoted when, in the judgment of the teacher, they are able to do higher work. Usually these promotions take place semi-annually and annually but there is no iron-clad rule that a pupil may not be promoted at any time that he is ready to go on to higher work. These promotions usually take place at mid-term in January, at the close of the school year in June, and at the close of the Summer School in July and August. Plans have been worked out whereby an accelerated group of pupils may complete the entire course of study in eleven instead of twelve years, thereby gaining one year in the twelve. If a pupil is not able to keep up with the work to which he has been assigned, he may be placed in a lower grade in order to regain the foundation work necessary to carry on the work of the advanced group. Teachers may demote a pupil from one grade to a grade lower only when he or she has the approval of the Principal and Superintendent. All special promotions must have the approval of the Principal.

12. *Sickness:*

When a pupil is absent from school on account of illness, a written excuse is submitted to the Principal's office as in the case of absences and tardies for approval. If a pupil becomes sick during the school day, a Sick Card for this purpose is filled out and the pupil is permitted to go home. In case the pupil is too sick to go home alone, someone is secured to go home with the pupil to see that he or she arrives safely. The parent is requested to sign the Sick Card and have it returned as a matter of protecting the health of pupils and to let the school people know that the boy or girl got home promptly and safely.

13. *Delinquency:*

When a pupil neglects school work and gets behind in his classes, the teacher sends a notice to the parents in order to encourage more effort on the part of the pupil and to prevent loss of time in school. These Delinquency Reports are to be signed by the parents and returned by the pupil to the teacher. This serves as a contact between the school and the home at intervals during

the six-weeks period, since regular reports are sent out each six weeks.

14. *Co-operative Government:*

One of the most democratic functions of our City School System is the student organizations which have as their purpose to help schools in every way to run on a democratic basis where children participate and gain practice in citizenship training. The co-operative plan of student government in which the pupils school people work together for the good of every phase of school activity has proven very successful. This provides both leadership and participation on the part of pupils and adult leaders in a co-operative scheme.

15. *Participation in Activities:*

Pupils are permitted to participate in all phases of school activities provided they are bona fide pupils in the school which they attend. When pupils are away from school taking part in these activities, such as debates, music contests, art contests, athletic activities, they are not counted absent from school, since it is part of the school program. Pupils participating in athletic activities are required to meet the State eligibility regulations and requirements in both Junior and Senior High School.

16. *Property Protection:*

All pupils are expected to protect public property in every possible way, including textbooks, library books, room and auditorium equipment, and all other school property.

17. *Lunch Rooms:*

Pupils are expected to observe the usual friendly relations during the lunch periods and recess hours as they do at other times. Lunches are provided at a nominal fee for the convenience of pupils. All cafeterias are inspected at intervals by the Health Department for safeguarding the health of children. Pupils are permitted to bring their lunches from home if they wish, and places are provided in the various schools for their lunch periods. The Health Department has recommended the supervised lunch period in the room as a careful sanitary precaution and a better way for

children to have their lunches and then go on the grounds for a play period.

18. *Assignment of Pupils:*

Pupils are assigned to classes and home rooms by the Principal of each respective school. These assignments are not to be changed unless approved by the Principal.

19. *Summer Schools:*

Summer Schools are conducted for three classes of pupils: First, those who have failed and wish to make up one-half year; second, those who are strengthening themselves in one or more subjects; and third, accelerated pupils who may make up one-half year of new work. Teachers in the Summer Schools are regular teachers in the City School System, and the work is conducted as regular classroom work, except that it gives more individual attention to pupils because of small groups.

20. *Use of Telephones:*

Pupils are not to use telephones except for school business or emergency and necessary messages to parents or relatives.

21. *Safety Patrol:*

The Safety Patrol work, sponsored by the Recreation Department is an asset to the school system. Activities of this group are sponsored by the Recreation Department and Parent-Teacher Associations.

22. *Commercial Buying:*

Pupils are forbidden to take any part whatsoever with Commercial Agents of solicitors who may come on or near the school grounds without permission of the school authorities. Congregating in or around school premises before or after school will not be permitted.

23. *Textbooks:*

Pupils are required to pay an annual textbook rental fee at the beginning of each semester. Promotions are jeopardized when pupils delay getting the regular required books for carrying on their work. In certain laboratory, commercial, and industrial courses, pupils are required to buy equipment which cannot be used

from year to year, in order for this work to be carried on properly.

24. *Electives:*

Junior and Senior High School pupils are permitted to elect courses best adapted to the needs which they desire for life work. Principals in the various Junior and Senior High Schools are glad at any time to explain the various elective courses offered.

25. *Dishonesty:*

Dishonesty in all school procedures is absolutely forbidden and boys and girls are expected to assume a sincere attitude toward their work, their relationships with fellow pupils and the entire school personnel.

26. *Handicapped Pupils:*

Handicapped pupils who submit a certificate from either the Health Department or a reputable physician may be excused by the Principal from some of the regular activities of the school day in the discrimination of the pupil's health and welfare.

27. *School, A Business:*

Pupils should remember at all times that school is a business which has as its purpose the preparation and training for better living, physically, economically, socially, and morally.

28. *Admittance of First Grade Pupils:*

No pupil above the first grade will be admitted into the City Schools as a beginner after October 25 unless he can fit into a class which has already started, which admittance will be decided by the Principal and teacher. First grade pupils may not enter school during the scholastic year unless they are six years old on or before October 2nd.

29. *Holidays:*

The following holidays are observed during the school year:

Thursday and Friday at Thanksgiving.

The Christmas Season.

Friday and Monday at Easter.

Two days for Educational Meetings.

Information On Retirement

The Teachers' and State Employees' Retirement System law provides to the individual member automatic savings which are matched by the State for the purposes of retirement. If the individual continues in service until age sixty, he can retire voluntarily. At the age of sixty-five, he must be requested to remain in service by his employer and at seventy, retirement is mandatory unless approved by the Board of Trustees of the Retirement System. The four per cent deducted from teachers' salaries goes into the Annuity Savings Fund in an individual account for each member and is credited with interest at four per cent annually. If a teacher withdraws from the System (this can only be done in case of members leaving the profession) only fifty per cent of the total interest accumulated is refunded with the contributions. If at least one monthly deduction is left to the credit of a member, this will retain his membership for a period of five years, and at the same time protect the prior service credit in case the teacher returns to service within this period of five years and pays back the amount withdrawn with interest. A teacher automatically loses membership in the Retirement System after having been absent for a period longer than five years or if all of the contributions are withdrawn. **IT IS NOT LEGAL TO WITHDRAW AT THE END OF THE SCHOOL TERM AND THEN BEGIN TEACHING AGAIN IN THE FALL.** After a teacher has been employed for a period of ten years and becomes totally disabled, he is entitled to retire on three-fourths the amount he would retire with at age sixty. This amount is arrived at depending upon the length of service, age at entrance, and the salary received while being employed. Applications for service and disability retirement *must be* filed while the member is still in service, not less than thirty nor more than ninety days prior to the date of retirement. Form 7A and 7B should be filled out for disability retirement. These can be had by writing Mr. Nathan Yelton, Executive Secretary of the Retirement System.

This Retirement System belongs to the members who are perfectly welcome to use it in securing any additional information which you may desire pertaining to any phase or operation of the system. It is your duty as a teacher and member of the system to secure a copy of the law and other information and study it to inform yourself as to the rights and privileges you have under the Retirement Act. Our Retirement System compares favorably with those of other states.

ANNIE H. SWINDELL,
Member of State Retirement Commission.

NOTES

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"I pledge allegiance to the Flag of the United States of America and to the Republic for which it stands, one Nation, indivisible, with liberty and justice for all."

STAR-SPANGLED BANNER

Oh, say, can you see, by the dawn's early light,
What so proudly we hailed at the twilight's last gleaming,
Whose broad stripes and bright stars, thro' the perilous
night
O'er the ramparts we watched were so gallantly stream-
ing?
And the rockets' red glare, the bombs bursting in air,
Gave proof thro' the night that our flag was still there.

CHORUS

Oh, say does that star-spangled banner yet wave
O'er the land of the free, and the home of the brave?
On the shore dimly seen thro' the mists of the deep,
Where the foe's haughty host in dread silence reposes,
What is that which the breeze o'er the towering steep,
As it fitfully blows, half conceals, half discloses?
Now it catches the gleam of the morning's first beam,
In full glory reflected, now shines on the stream.

CHORUS

'Tis the star-spangled banner, oh, long may it wave,
O'er the land of the free, and the home of the brave!
And where is that band, that so vauntingly swore
That the havoc of war and the battle's confusion
A home and a country should leave us no more?
Their blood has washed out their foul footsteps' pollution.
No refuge could save the hireling and slave,
From the terror of death and the gloom of the grave;

CHORUS

And the star-spangled banner in triumph shall wave
O'er the land of the free, and the home of the brave.
Oh, thus be it ever when freemen shall stand,
Between their loved homes and foul war's desolation;
Blest with victory and peace, may the heaven-rescued land
Praise the power that hath made and preserved us a nation!
Then conquer we must, when our cause it is just,
And this be our motto: "In God is our trust!"

CHORUS

And the star-spangled banner in triumph shall wave
O'er the land of the free, and the home of the brave.

FRANCIS SCOTT KEY.

FOR USE ONLY IN
THE NORTH CAROLINA COLLECTION

UNIVERSITY OF N.C. AT CHAPEL HILL



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